


MEMORANDUM

TO: BOARD OF HEALTH MEMBERS
FROM: NORBERT KLOPSCH 
SUBJECT: MAY 24, 2022 MEETING
DATE: MAY 19, 2022

Greetings from City Hall!

We meet at 5:30 p.m. on Tuesday, May 24 in the council chamber at the city building. For those wishing to participate via Zoom, below is the access information:

<https://us06web.zoom.us/j/83165569419?pwd=bGJVZ2Y4dmtYzkNkeFpKVU5GeW93UT09>

Meeting ID: 831 6556 9419
Passcode: 047321

Enclosed are:

- The meeting agenda.
- Minutes of our March 22, 2022 meeting.
- Resolution 22-1 Fees for Food Establishment and Service Operations.

Our other meetings this year are scheduled as follows:

5:30 pm. Tuesday, July 26
5:30 p.m. Tuesday, September 27
5:30 p.m. Tuesday, November 22

cc: Mayor William Duncan, President
Dr. Steve Enseleit, Health Commissioner
Dr. John Ewing, Assistant Health Commissioner/Medical Director
Paul Scaglione, REHS, Environmental Health Director

BOARD OF HEALTH
AGENDA
MAY 24, 2022

- I. CALL TO ORDER
- II. MINUTES OF PREVIOUS MEETINGS
- III. REPORT FROM CHAIR
- IV. REPORT FROM ENVIRONMENTAL HEALTH DIRECTOR
- V. REPORT FROM HEALTH COMMISSIONER
- VI. REPORT FROM ADMINISTRATOR/CITY MANAGER
 - 105 Monterey Avenue
 - Harman School UST
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
 - Resolution 22-1 Fees for Food Establishment and Service Operations
- IX. ADJOURN

THE MINUTES OF THE MEETING OF THE BOARD OF HEALTH, CITY OF OAKWOOD,
STATE OF OHIO

The meeting was conducted on Tuesday, March 22, 2022 in the council chamber at the Oakwood City Building, 30 Park Avenue, and was also accessible via Zoom.

In attendance were:

Dr. David Denka, D.O., Chair
Dr. Bill Coyne, D.D.S., Vice Chair
Mrs. Diane Scott, R.N., Member

Norbert Klopsch, Administrator/City Manager
Paul Scaglione, REHS, Environmental Health Director

Attending via remote teleconference utilizing the Zoom.com platform was Dr. Elizabeth Maimon, DVM, M.P.H.

Excused absent were Dr. Sallie Wilson, D.O., Member and Dr. Steve Enseleit, M.D., Health Commissioner.

Dr. Denka called the meeting to order at 5:30 p.m. and led a discussion on the following agenda items:

Annual Organization Meeting: Dr. Denka noted that this was the annual organization meeting and the Board needed to elect a chair and vice chair for 2022. Motion by Mrs. Scott to nominate Dr. Denka as chair and Dr. Coyne as vice chair; second by Dr. Maimon. Upon viva voce vote, motion passed.

Minutes of Previous Meetings: Dr. Denka asked that the minutes of the November 23, 2021 meeting be reviewed. There being no requested edits, a motion to approve was made by Dr. Coyne and seconded by Mrs. Scott. Upon viva voce vote, the motion passed and the minutes were approved.

Report from Chair: No report.

Report from Environmental Health Director:

- **Ohio Department of Agriculture (ODA) Food Establishment Survey:** Mr. Scaglione shared that the Ohio Department of Agriculture completed a survey of Oakwood City Health Department's Retail Food Establishment (RFE) Licensing and Inspection Program. Oakwood Health Department was again approved. The survey report should be available in 40 days.
- **Ohio Department of Agriculture (ODA) Pool Survey:** Mr. Scaglione reported the state of Ohio Department of Health is requesting to survey the pools in Oakwood. There are four pools in Oakwood that are subject to state health regulations.

Report from Health Commissioner:

- **COVID-19 Update:** Mr. Klopsch shared information provided by Dr. Enseleit in his absence about the current status of COVID-19. The COVID-19 cases are down and there are very few hospitalizations.

Report from Board Administrator/City Manager:

- **2021 Annual Report:** Mr. Klopsch confirmed that Board members and Dr. Enseleit were sent the 2021 Health District Annual Report. There were no questions or concerns about the report.

- BOH Status: Mr. Klopsch commented on the Ohio Revised Code accreditation requirement for local health districts. In order to receive funding from the Ohio Department of Health, health districts must complete a study (protocols yet to be determined) by October 26, 2022. To meet all of the standards of accreditation is not a fiscally responsible endeavor given the nature of Oakwood’s small local health department. Mr. Scaglione added that accreditation for a small health department like Oakwood would cost as least \$100,000, plus ongoing costs. The Oakwood Health Department receives about \$1,700 per year from the Ohio Department of Health. Mr. Klopsch shared that he plans to meet with Public Health – Dayton & Montgomery County Health Commissioner Jennifer Wentzel about this matter.

Old Business: None.

New Business: None.

There being no other business, at 5:44 p.m. Dr. Denka adjourned the meeting.

Chair

Secretary

Commissioner of Health

**OAKWOOD BOARD OF HEALTH
RESOLUTION**

NO. 22-1

TO ADJUST FEES FOR THE LICENSURE OF RETAIL FOOD ESTABLISHMENTS (RFEs) AND FOOD SERVICE OPERATIONS (FSOs), BOTH FIXED AND MOBILE, PURSUANT TO THE STATE-MANDATED COST METHODOLOGY FOR CALCULATING THE SAME

WHEREAS, the Oakwood Board of Health has heretofore adopted a state-mandated cost methodology for the calculation of licensing fees for Retail Food Establishments (RFEs) and Food Service Operations (FSOs), both fixed and mobile, as provided under Ohio Revised Code Section 3717.07; and

WHEREAS, utilizing the statutory cost methodology, the City Sanitarian has determined that such licensing fees should be increased for 2023, as shown on the attached Exhibit A; and

WHEREAS, pursuant to Ohio Revised Code Section 3717.25(A), the Board is authorized to establish and collect fees for such licensing services;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF HEALTH OF THE CITY OF OAKWOOD, MONTGOMERY COUNTY, OHIO, THAT:

Section I.

Exhibit A, which sets forth licensing fees for the 2023 licensure year as calculated pursuant to the state-mandated cost methodology for calculation of licensing fees for RFEs and FSOs, both fixed and mobile, is hereby incorporated by this reference.

Section II.

The Board hereby adopts and establishes the licensing fees set forth on Exhibit A, to take effect for the 2023 licensure year and to remain in effect until further action by the Board.

Section III.

This resolution shall take effect as of the earliest date permitted by law.

ADOPTED BY THE BOARD OF HEALTH OF THE CITY OF OAKWOOD, MONTGOMERY COUNTY, OHIO, this ____ day of _____, 2022.

David Denka, D.O., Chair
Oakwood Board of Health

ATTEST:

Secretary

TO THE SECRETARY:

Please publish in a newspaper of general circulation within the Oakwood Health District, such publication to be made once a week for two (2) consecutive weeks.

City Law Director